

**East Providence School Department**

**East Providence School Committee - Facilities Sub-committee**

**East Providence City Hall Conference Room 306**

**145 Taunton Avenue**

**East Providence, Rhode Island 02914**

**July 8, 2015 - 5:00PM**

**Call to Order Public Session - Mr. Cahoon, called the meeting to order.**

**Present: Kim Mercer, Superintendent of Schools, Linda Dykeman, Deputy Finance Director and William Reynolds, Facilities Manager; Nathan Cahoon, Anthony Ferreira, Charles Tsonos, Anthony Feola, Chrissy Rossi. John Carnevale present to discuss tennis court project.**

**Mr. Reynolds stated that he contacted John Carnevale to take a look at the tennis courts at the high school; they are in rough shape; structural cracks – 600 linear feet of cracks 1” to 5” wide.**

**Three options:**

- 1. Quick fix – fill in cracks – paint; two years; \$15,000 to \$20,000**
- 2. Rip out the courts and fence and start over; \$110,000**
- 3. Turf option – might not work; built to be a hockey rink and it floods.**

**Discussion about maintenance; facilities need to be maintained better.**

**Discussion about using the courts for multiple purposes.**

**John Carnevale will get three quotes for painting**

**Mr. Ferreira – on state bid list?**

**Linda Dykeman– if on MPA, can use that**

**Bill Reynolds– John will be purchasing materials and will pay for them; he will run it with volunteers**

**John Carnevale – do we want to address lights; concensus was yes;**

**Mr. Reynolds asked to look at lights**

**as a second project**

**John Carnevale felt that talking to Bayside would be instrumental**

**Further discussion about lights**

**Mr. Ferreira – add some money to their project for this**

**Mr. Cahoon – asked if we need to vote on it.**

**Bill Reynolds - paint – \$10-15 thousand**

**Kim Mercer – has to be brought to the School Committee; if we transfer money, a vote is needed**

**Linda Dykeman- would like to be involved/oversee the protocol**

**Mr. Ferreira felt that it had to be done even if it is only temporary fix**

**Mr. Feola – sell it as a short term solution; in 3-4 years, the cracks will reappear**

**Presentation to be made by John Carnevale at School Committee meeting on 7/14/15 at 6:30PM – first item on the agenda.**

### **Report on Ongoing Projects:**

**Door replacement at Orlo, Whiteknact and Riverside Middle School**

**Film being removed from the aluminum glass doors; Riverside Middle School boiler room door; still have many to do; the metal door at Whiteknact**

Mr. Reynolds had concerns about removing hardware; stripped screws; reluctant to go under the hardware; he recommended that we do not take the hardware off at Whiteknact; still waiting for Burman to revise the soffit change order to include the Riverside Middle School roof repair; cannot proceed with the soffit work until that is finalized unless we do two change orders. Scheduling has been touchy throughout the project; Burman was not paid for May and June invoices through no fault of ours; held \$19,000 for film; SMMA to write it up; SBS has May and June and should be paid; will be placed on School Committee meeting agenda for July 14th. Burman is having problems with us and Mr. Reynolds will get everyone together to discuss communication problems.

Mr. Ferreira – we knew about the billing problem

Once Burman payment made, punch list work would be completed in two weeks.

Mr. Reynolds said he needed to get more involved; communication problems; will monitor the project manager to make sure flows properly

Mr. Ferreira – why are we supporting outside people who are getting paid.

#### **Status of Phase II Door Project**

Mr. Reynolds – Change Orders 1,2, and 3 have been signed; Change order #4 is holding up some of the ordering due to some hardware on doors in CO#3; Waiting for Berman to revise pricing; district send a letter that allows Berman to order the metal doors for Martin and Francis prior to CO#4 being approved.

Discussion about Burman construction fees (\$16,000 fees); Mrs. Rossi – we are not supposed to be paying permit fees; Mr. Reynolds asked for the permit fees to be pulled out. Mr. Feola pointed out that the City Council had voted on that a couple of years ago; Mr. Reynolds would like to see that \$16,000 coming back if Burman does not pay it. Further discussion about not paying fees to the city

Status of sidewalk repairs at RMS and Martin

Sidewalk at RMS – ran into a snag; Mr. Reynolds had a meeting at RIDE and found out about other matters going on that we have to straighten out. RIDE is willing to reimburse for the project and let proceed as a change order if we are able to get it done this summer and conform to their regulations (CHIPS, Fire Marshall and Bldg. Inspector); we will need to get a letter from Fire Marshal and Building Inspector stating that it is a safety issue and needs immediate repair. Mr. Reynolds agreed it is an emergency; agreed on scope of work; cannot do a change order; RIDE will not let us do it; already started with design; they want a third party engineer; if situation without handicap ramp; good chance we will need three bids; six weeks from start to finish; problem with that; SMMA – survey docs about \$20,000; RIDE will not be reimbursing us without it.

Mr. Ferreira – every job we do costs money

Mr. Feola – now we have to go back and change things just to get reimbursed.

Mr. Cahoon - about how much have we paid SBS (Roberts)

Linda Dykeman – about \$15,000; \$16,400 - Phase II (not to exceed)

Discussion about amount of reimbursements we would be getting

**and how much money we have to spend in order to qualify for that.**

**Mr. Reynolds said we have to replace whole ramp at RMS; will be over \$200,000 now; if handicap project, we can get more money back. Kim Mercer stated that this is a case of reimbursement.**

**Status of Sidewalks – Facilities will meet at Martin Middle School to review what pieces to do; Mr. Ferreira and Mr. Cahoon will attend meeting at Martin on Wednesday at 4:00PM.**

**HVAC –Unit Ventilators at High School – Heating at High School for the 2015-2016 school year –we have quotes ready to go; but RIDE will not reimburse unless designed by the proper specs; must meet Northeast CHIPS guidelines; will be working with engineer on design; have to go out for RFP and Project Manager; cannot use SMMA.**

**Kim – we are supposed to get architectural drawings if we want reimbursement from RIDE; they have to review the scope; Mr. DaSilva at RIDE stated that they need to have documentation if audited.**

**Mr. Reynolds – no protection for School Committee if procedure is not followed**

**Mr. Cahoon asked if there are there certain approved architectural firms.**

**Mr. Reynolds stated that he and the Superintendent and two others attended the meeting at RIDE when RIDE explained the process.**

**Mr. Cahoon – SMMA should know this; needs to happen; they have to bring it to RIDE; in November we will have cold rooms again at the high school.**

**Mr. Reynolds – won't be in there for September**

**Kim Mercer – when we ended last winter, all were operational, but old**

**and need to be replaced**

**Mr. Reynolds– B wing, Science wing; HVAC person (Anthony) has the list**

**Kim Mercer – they know exactly which ones they are; Mr. Reynolds will have list at the next meeting**

**HVAC Job Description – SC will approve at meeting 7/14; Bill asked if any changes, let him know before the meeting.**

**Mr. Ferreira asked for a list of maintenance programs; what does manufacturer want us to do; HVAC needs to be guided properly as to what happens six months out, one year, etc.**

**Kim Mercer– Anthony (HVAC) can provide information; he is doing Preventative Maintenance now.**

**Mr. Ferreira - turn around rate disgusting; has to be more than a handful of people; 5-6 hold the information and they leave and the knowledge goes with them; we have no documentation about when units went on the roof; if we approve \$1 million, we should have information**

**EP High School Pool – No discussion or action at this time.**

**Status on the requirement/RFP for Project Management Services for the next Stage II effort and Status on the requirement/RFP for architectural services contract**

**Linda Dykeman - doing MPA list; RFP takes more time;**

**Mr. Reynolds – have to follow the process; hope to do this week; will work with Linda Dykeman on it.**

**Bill Lists/Invoices**

**Linda Dykeman - egress door repair bill over; Burman should be**

**added to bills if she receives the bills.**

**Mr. Cahoon - good with paying all except SMMA; second item listed**

**Mr. Cahoon – will approve everything; Whiteknact pending; against paying SMMA Invoice #43056**

**Mr. Ferreira – will ask for a formal report every time he turns in a bill, he wants to know what he is doing with the bills.**

**Linda Dykeman – all bills on this list – design of hardware; architect should have known about door opening**

**Mr. Ferreira will call Ben at SMMA and take care of this and will check gutter also.**

**Prioritization of Known Repair Needs/Stage II/Fire Marshall and available funding.**

**Fire Safety Safety Projects – Top Priority; Phase 2 of the Door Project; Unit Ventilator Project at high school; Sidewalk at Riverside Middle School; Side Stairway at Silver Spring; Sidewalk and Roadway at Martin Middle School; Fence Repair at Hennessey and Whiteknact; Window Asbestos Caulk abatement at high school; building and chimney pointing at various schools (Whiteknact first) and high school tennis courts.**

**Mr. Cahoon – we had a block of projects to do**

**Mr. Reynolds – we need RFP to remove doors at Silver Spring; need rail protection and we need an architect to do the work. Martin Middle School – stairs outside band room. Whiteknact – emergency lighting – will do in-house; need to call Fire Marshall to approve a couple of projects and put in the 2016 project.**

**Mr. Reynolds – small projects not working out; three trips to RIDE**

trying to get reimbursement for projects already done; (lift at Riverside Middle School; emergency evacuation; Waddington bathroom and lift; Whiteknact abatement; we will update our plan; RIDE did not have plans but we did.

Kim Mercer – SMMA told by someone this was being paid by a grant when it was not. Mr. Reynolds still working to get information to RIDE to get chunk of the money back; RIDE upset with East Providence about this, but they are willing to work with us. Kim Mercer – they know we are trying.

Mr. Reynolds - fire alarm walk through Tuesday at Orlo for punch list, if Burman finishes, he will call to find out if ready; will try to reschedule for Friday 3:30PM.

Tennis courts –will be working with John Carnevale to get ready for start of school; High School auditorium panels being painted; should be completed tomorrow. Waddington bathrooms – done; vegetable gardens done; MMS handicap – ongoing; Maintenance C position posting closes 7/13; Painter 7/17 interviews for six candidates.

Mr. Feola thanked the Superintendent for allowing the use of the high school for a threat assessment meeting.

Next meeting – August 5, 2015. Meeting Adjourned.

Respectfully submitted,

Patricia A. Iannelli, Administrative Assistant

Nathan Cahoon, Chair of Facilities Sub-Committee